



MINUTES

**REGULAR CALLED MEETING OF THE
COMMUNITY DEVELOPMENT (Type B) CORPORATION
Tuesday, January 14, 2014 at 6:30 PM
Cedar Park City Hall Council Chambers
450 Cypress Creek Road, Building Four, Cedar Park, Texas 78613**

BOARD OF DIRECTORS

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| <input checked="" type="checkbox"/> Kaden Norton, Place 1 <input checked="" type="checkbox"/> Vice President Brian Rice, Place 5 <input checked="" type="checkbox"/> Secretary Dustin Weibel, Place 3 | <input checked="" type="checkbox"/> President David Burger, Place 2 <input checked="" type="checkbox"/> Corbin Van Arsdale, Place 4 <input checked="" type="checkbox"/> Ryan Wood, Place 6 <input checked="" type="checkbox"/> Brad Young, Place 7 |
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- A.1 CALL TO ORDER, QUORUM DETERMINED, MEETING DECLARED OPEN**
President Burger Called the meeting to order at 6:30 p.m., noting that a quorum was present.
- A.2 Consider Approval of the Minutes.**
 a) December 18, 2013 Special Called Board Meeting
Director Wood made a motion to approve the minutes from the December 18, 2013 Special Called Board Meeting as provided. Director Young seconded the motion and it passed by a 7-0 vote.
- A.3 Citizen Communications**
(Not For Items Listed On This Agenda. Three Minutes Each. No Deliberations With 4B. The Board May Respond With Factual Information.)
None
- A.4 Board Members' Opening Comments**
No Formal Comments.
- A.5 Presentations**
 a) Presentation By LISD for a Corridor Enhancement Sign Replacement Project At Faubion Elementary, 1209 Cypress Creek Road.
Duane Smith, Tourism and Community Development Manager, provided the Board with some background regarding the proposed project. He explained that this project originated last fall, was put on hold for a while, and then Leander Independent School District (LISD) recently came forward and resubmitted their application. Gerry Rapp from LISD presented their new sign plan for Faubion Elementary and explained how it would fit with the Board's Sign Removal and Replacement Program. Mr. Rapp also provided a picture of the sign currently and a rendering showing the proposed sign, which had been approved by City staff. He explained that the

amounts reflected in the proposal are estimates only, and that they would solicit bids to get the best price, should the project be approved. Director Wood explained to the new board members that the Sign Replacement Program is an effort to replace pole signs with monument signs in order to beautify the city. Director Van Arsdale asked if this is the first time an entity that is tax funded has requested sign replacement assistance as part of the Board's Sign Removal and Replacement Program. Director Wood said that to his knowledge it is, but that they have funded one other non-commercial entity, the Good Shepherd Lutheran Church. Director Wood indicated that he felt this project fit well within the program since it removes a pole sign and replaces it with a more attractive monument sign. President Burger explained that the proposal today is the result of LISD meeting with the Board's sign removal and replacement subcommittee and includes revisions that the subcommittee recommended. Director Rice asked when they planned to have the sign up and Gary said indicated that they plan to have the project completed before the next school year begins.

B.0 STAFF REPORTS (DISCUSSION ONLY)

- B.1 Finance Report – Aaron Rector, Assistant Finance Director
 a) Monthly Report On FY 2013-2014 Revenues, Expenditures, And Fund Balance
 Duane Smith, Tourism and Community Development Manager, provided a board with a copy of the monthly finance report. Director Wood asked when FY13 is will be closed out and audited. Duane explained that the city is currently in the close out process and the final numbers will be coming in soon.

C.0 PUBLIC HEARINGS

- C.1 Public Hearing On A Request To Fund Economic Development Incentives For Commercial Property Investments, LLC In an Amount Not To Exceed \$116,939 For Public Infrastructure Improvements.
No public comments were received.

D.0 DISCUSSION AND POSSIBLE ACTION

- D.1 Consider Approval Of A Request To Fund An Economic Development Incentives For Commercial Property Investments, LLC In An Amount Not To Exceed \$116,939 For Public Infrastructure Improvements.
 Larry Holt, Assistant Director of Economic Development, reminded the Board that this project was presented to them last month. He explained to them that if this incentive package is approved by the Board at this meeting, the contract will then go to City Council for final consideration. He reminded the Board that Commercial Property Investments LLC, was the company that developed the Arrow Point and Discovery business parks and that this new project is for the development of the La Jaita business park. He explained that this project is a three phase project. At this time Commercial Property Investments is seeking approval to move forward with phase one. The proposed first phase of this project would provide the city with 65,000 square feet of new business space and when all three phases are complete, the city will have a total of over 167,000 square feet of new business space. Commercial Property Investments has also committed to put in public infrastructure to support this project which will also allow for future growth in this area. The City's commitment would be to reimburse Commercial Property Investments up to \$116,939 after the successful completion of the first phase of this project. Commercial Property Investments will have two years to complete this phase of the project, though they do not anticipate it taking that long.

Director Young expressed his strong support of this project indicating that this is exactly the kind of project that he wants to see continuing to come to the Board.

Vice President Rice move to authorize the president to execute an agreement for economic development incentives for Commercial Property Investments LLC, for public infrastructure improvements in the amount of \$116,939 and to execute the resolution recommending the incentive agreement to City Council for acceptance and approval. Director Wood seconded the motion and it passed with a 7-0 vote.

- D.2 Consider Approval Of A Corridor Enhancement Sign Removal And Replacement Project At Faubion Elementary, 1209 Cypress Creek Road In An Amount Not To Exceed \$20,000.

Director Wood moved to accept the sign removal and replacement corridor enhancement project at Faubion Elementary located at 1209 Cypress Creek Road, in an amount not to exceed \$20,000 and authorize staff to set a public hearing date and publish a project notice. Director Van Arsdale seconded the motion and it passed with a 7-0 vote.

- D.3 Consider Process For Review And Revision Of Community Development Board Strategic Plan
President Burger suggested the Strategic Plan subcommittee convene and determine some recommendations to present to the rest of the Board. He requested that Staff work to coordinate a subcommittee meeting.

- D.4 Consider Excuse Of Absences From Community Development Board Meetings.

a) Dustin Weibel From Special Called Meeting Of December 18, 2013.

Director Wood moved to excuse the absence of Dustin Weibel from the Community Development Special Called Board meeting on December 18, 2013. Vice President Rice seconded the motion and it passed with a 6-0 vote.

E.0 Executive Session

This item was pulled from the agenda and no Executive Session occurred.

In accordance with Chapter 551, Government Code, Vernon's Texas Code Annotated (V.T.C.A.) (Open Meetings Law, "The Community Development (Type B) Corporation Board may meet in a Closed Executive Meeting pursuant to provisions of the Open Meetings Law, Chapter 551, Government Code, V.T.C.A. in accordance with the authority contained in the following sections":

- E.1 § 551.087 Deliberations Regarding Economic Development Negotiations
a. A Manufacturing/Research & Development Prospect.

The Community Development Corporation (Type B) Board reconvenes into Open Session.

Open Meeting

Reconvene into Open Meeting and consider action, if any, on items discussed in Executive Session.

- F.1 LIAISON UPDATES / REPORTS – DISCUSSION ONLY (NONE)**

- G.1 ADMINISTRATIVE ITEMS**

(Board members and staff may discuss items related to the board member's general duties and responsibilities. The Board may not take a vote or other action on any item other than to obtain a consensus regarding how items are to be placed on future agendas for formal action.)

- a) Delegate Report on Council Actions Directly Related to Items Of December 12 and December 19, 2013, City Council Meetings.

No Board items were on the Council Agendas those dates. No report.

- b) Director And Staff Comments

Duane Smith, Tourism and Community Development Manager, listed several items that will be on upcoming meeting agendas including: staff updates from Finance on outstanding Board projects, a Public Hearing related to the proposed Faubion Elementary sign replacement project, and possibly an item related to executive session item that was not discussed this evening.

- c) Board Member Closing Comments

Director Norton asked about the current status of the Comprehensive Plan Advisory Commission (CPAC). Vice President Rice and Director Young indicated that the comprehensive plan is in final review at this time and that Staff are working to prepare a draft version for presentation. President Burger encouraged board members to be involved in these types of engagement activities as citizens.

Vice President Rice commended the City Council on the forethought they showed in their deliberations regarding the decision at a recent Council Meeting to keep some land zoned for commercial development. He also commented on Mayor Powell's list of five top awards the City has received saying how impressive some of the awards are.

Director Young stressed the importance of attracting long-standing businesses to Cedar Park. He said he felt that multi-use facilities that can adjust as tenants potentially change would be beneficial and stressed that the economic development department should work to attract businesses that will be a long-term business here in Cedar Park.

- d) Board Member Request For Future Agenda Items

None

- e) Designate Representatives To Attend Council Meetings On January 23, 2014.

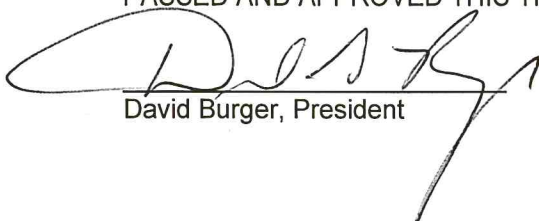
Director Norton volunteered to attend the City Council Meeting on January 23, 2014.

Next Regular Scheduled Board Meeting Tuesday, February 11, 2014 At 6:30 P.M. In The Cedar Park Council Chambers At 450 Cypress Creek Road, Building Four.

H.1 ADJOURNMENT


The meeting adjourned at 7:20 p.m.

PASSED AND APPROVED THIS THE 11th DAY OF FEBRUARY, 2014.



David Burger, President

ATTEST:


Dustin Weibel, Secretary

